

# **EDUCATOR INTERNSHIPS**

## **DEFINITION**

This experience provides the opportunity for an educator to make a connection with his/her classroom curriculum the world of work. Developed out of the need to enable schools to better prepare students for an understanding of the connection between classroom instruction and the work of work, K-12 instructors are invited to participate in a summer work experience called an *Educator Internship* or *Teachers in Business* (TIB). Successful applicants are required to secure a training site for herself/himself or secure a site with the help of the school's work-based learning coordinator. The educator is expected to work in a typical job and be a productive employee during the experience.

## **OBJECTIVES**

- Provide instructors with work-based learning experiences to better understand what employers are requiring of new employees in terms of the specific subject they teach particularly focusing upon academic and technical skill requirements
- Expose each instructor to the work place environment to enable them to better prepare their students to meet job-site expectations in terms of non-technical (SCANS) skills
- Enable the instructor to more effectively develop instructional activities for use in classrooms, shops and labs
- Provide educators with valuable contacts in the business/industrial community

## **LIABILITY EXPOSURE - UNPAID**

Work site liability is the responsibility of the respective school district in an unpaid experience.

## **LIABILITY EXPOSURE - PAID**

In paid work experiences, the teacher is hired by the employer. Utah state law indicates that in such cases, teachers are considered regular employees and are covered by the employer's worker's compensation insurance.

## **TEACHER RESPONSIBILITIES**

- Make initial contact with the business where the proposed internship will occur
- Submit application to appropriate person
- Complete required forms, lesson plans, connecting activities, etc.
- Work with work-based learning coordinator to choose sites and complete assignments
- Attend required inservice classes
- Complete all required internship hours

## **EMPLOYER RESPONSIBILITIES**

- Assure that no employee is replaced by the teacher being employed
- Treat teacher as best as possible as a regular employee

- Expect teacher to be a productive employee
- Help teacher understand the abilities, attitudes and skills expected of employees
- Designate individual to be a contact person

### **SCHOOL SUPERVISOR RESPONSIBILITIES**

- Help find business placements
- Review required activities, forms, lesson plans, etc.
- Conduct necessary pre/post activities or classes when assigned

### **SAMPLE FORMS**

- *TIB Application*
- *TIB Skills Guide Booklet*
- *TIB Training Agreement*
- *TIB Time Sheet*
- *TIB Promotion 1*
- *TIB Promotion 2*